

## PERMIT REFUND GUIDE

**No refund on the Safety Codes Fee.**

STAGES	DP REFUND	BP REFUND	NOTES
<b>Building Permits</b>			
Submitted application	DP Fee Minus \$75.00	Full Refund if Paid	\$75 is for Administration Fee. If the amount of the DP is more than \$75.00 deduct \$75.00 from the DP Fee and refund the rest of the amount (usually for New SFD).
Development Permit is currently being reviewed.	NO REFUND	Full Refund if Paid	Review work has been done, no refund applicable.
Development Permit is Approved.	NO REFUND	Full Refund if Paid	DP is approved, no refund is applicable
Building Permit is in Plans Examination Stage and/or Issued.	NO REFUND	Total of BP minus \$72.00 (per hour)	Total # of hrs dedicated in reviewing the file will be determined by the BSCO (min. is 1 hr). Amount will be deducted from the BP Fee.
Building Inspection (at least one) has been done and completed.	NO REFUND	NO REFUND	BP is approved and inspection has been carried out, no refund is applicable
<b>Utility Permits</b>			
	<b>REFUND</b>		<b>NOTES</b>
Permit is reviewed and issued.	Permit Fee Minus \$75.00		Administration Fee of \$75.00.
Permit is Issued and at least 1 inspection is done or at the Final stage.	NO REFUND		Permit is Issued and inspection has been carried out.

**Updated: January 2015**